

SOUTHWEST CHAPTER AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES
Special Teleconference General Membership Meeting
Thursday, February 28, 2019 | 2:00 p.m. PT / 3:00 p.m. Arizona

MEETING MINUTES - DRAFT

1. Call to Order and Verification of Quorum

- a. President Hudson called the meeting to order at 2:01 p.m. after verifying a quorum was present.

2. AAAE Secretary/Treasurer Election Process

- a. Explanation
 - i. Immediate Past President Stout stated a call for interested candidates to serve as AAAE Secretary/Treasurer was sent via SWAAAE alert in January, prior to the winter conference. An electronic vote for the chapter's AAAE Secretary/Treasurer nominee was conducted and ballots will be collected until 5:00 p.m. Ballots will be counted by Executive Director Herring and Director Nystrom in person, and results will be submitted to the SWAAAE Nominating Committee Chair. March 15 is the deadline to submit the chapter's selection to AAAE.
 - ii. The Nominating Committee is working to update the bylaws and procedures manual to clarify this process moving forward as AAAE calls for Secretary/Treasurer nominees annually.
- b. Candidate Statements
 - i. Danette Bewley gave a statement to those participating in the teleconference meeting.

3. Director Comments

- a. It was requested the ballot email be resent to a few individuals participating in the meeting. **ACTION ITEM:** Executive Director Herring is to resend the email by request prior to the 5:00 p.m. voting deadline.
- b. It was clarified the chapter only received an AAAE Secretary/Treasurer application from one candidate; Danette Bewley.
- c. President Hudson thanked Immediate Past President Stout and Executive Director Herring for coordinating the special Board and General Membership meetings. President Hudson also thanked Director Nystrom for assisting with counting the ballots and Danette Bewley for participating in the meeting and giving a statement.

4. Adjourn

- a. **ACTION:** A motion was made to adjourn the meeting at 2:11 p.m. The motioned was seconded, which passed unanimously.